

Minutes

CVSWMD Program Oversight Committee (POC)

Central Vermont Chamber of Commerce, 33 Stewart Road, Berlin, VT

Wednesday, March 1, 2017

1. **Convene meeting:** Chair Lee Cattaneo convened the meeting at 5:02 PM with committee members Claire Wheeler, Gerhard Postpischil, and Laura Zeisel. Other attendees included Cathleen Gent (Planning Analyst), John Jose (School Zero Waste Program Coordinator), Brenna Toman (School Zero Waste Program Coordinator), Carl Witke (Operations Manager), and Bruce Westcott (General Manager). Cathleen Gent took notes.
2. **Revisions to Agenda** – There were no revisions to the agenda.
3. **Approve Meeting Minutes – February 1:** *Claire Wheeler made a motion to approve the minutes, seconded by Gerhard Postpischil. There were no changes to the minutes. Voting in favor: Cattaneo, Postpischil, Wheeler, and Zeisel.*
4. **FY18 School Zero Waste Program Plan Revisions** – Brenna Toman and John Jose provided an overview of their work since joining CVSWMD in September. Being more familiar now with the school needs and the most effective ways of working with schools, they have revised the FY18 School Zero Waste Program Plan for action by the POC. Staff and the POC reviewed the changes, shown in track changes. Claire Wheeler suggested that staff consider using Results Based Accountability as part of their data gathering, surveying and teacher feedback. Lee Cattaneo offered ideas for teaching the public about recycling at farmers markets. *Motion by Laura Zeisel, seconded by Claire Wheeler, to recommend the revised FY18 School Zero Waste Plan to the CVSWMD Board. Voting in favor: unanimous.* Brenna Toman and John Jose left at this time and Bruce Westcott arrived.
5. **FY18 ARCC Program Plan Revisions:**
 - a. **Discuss Out-of-District User Fees** – The POC reviewed Cathleen Gent’s memo in the packet. Gerhard Postpischil suggested charging an out of district (OOD) fee unless someone can document they live in the district. The POC discussed pros and cons of having OOD fees. Carl Witke explained the rationale for charging all users the same fees. Laura Zeisel suggested that a sign be posted at the ARCC, suggesting that OOD users make a donation in addition to any paid user fee. *Motion by Gerhard Postpischil and seconded by Claire Wheeler, to recommend a uniform fee, along with a sign suggesting that OOD users make a donation. Voting in favor: unanimous.*
 - b. **Review Plan Revisions** - Cathleen Gent reviewed the general changes (shown in track changes) made after the Board approval of the Plan in December. Laura Zeisel noted the annual increases in the deficit and asked for a change to parts of the Plan about the level of increased deficits in FY18. Carl Witke responded to questions about specific materials, including textiles, and equipment. There was also a discussion about special collections in member municipalities. The POC requested changes to the OOD discussion, namely to discuss a single fee structure. The POC requested that staff bring the Plan to the POC again in April, with the requested changes.
6. **ARCC Salvage Policy:** The POC make minor modifications to the language and requested that staff bring the draft policy to the Executive Board, then back to the POC, for further discussion.
7. **Next Steps: Community Services Project** – Cathleen Gent briefly reviewed the status of the project. The POC discussed alternative project names, which staff will bring back for consideration.
8. **Adjournment** – *At 6:26 PM, Lee Cattaneo adjourned the meeting.*